

Document No. Approved For Release 2002/05/06 : CIA-RDP78-04452A000100090022-4
No Change in Class.

Declassified

Class. Changed to: TS *7010*

Next Review Date: *025051*

Auth: HR 70-2

Date: 12 FEB 80

By: *025051*

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MEMORANDUM FOR: Deputy Director (Support)

SUBJECT: Agency Helicopter Service Within the Washington Area

REFERENCE: Memo to DD/S from D/L dated 18 Oct 1961, same subject

1. This memorandum is for information only. It describes helicopter utilization requirements as estimated by each deputy director in two categories:

a. Man-trips per week from the new headquarters building if helicopter service is made available to all personnel from upgrades through branch chief level (approximately GS-14). (Attachments 1 and 2)

b. Man-trips per week from the new headquarters building if helicopter service is made available only to personnel of the immediate office of each deputy director. (Attachment 3)

2. The requirements category in paragraph 1.a. above totals 566 man-trips per forty-hour work week. Utilizing commercial aircraft, these requirements can be satisfied for an estimated annual cost of \$1,040,000. Military helicopters can provide the support for an estimated \$748,800 annually.

3. The requirements category in paragraph 1.b. above totals 32 man-trips per forty-hour work week. Commercial helicopter support will cost an estimated \$137,280 annually. An estimated \$93,600 annually will provide military airlift. Attachment 4 is an estimated cost breakdown.

4. Heliports are operational at the following locations and can be made available for Agency use through prior arrangement with each controlling organization:

Friendship International Airport, Baltimore, Maryland
Washington National Airport
Andrews Air Force Base, Maryland
The Pentagon
Atomic Energy Commission, Germantown, Maryland
National Security Agency, Ft. Meade, Maryland

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5. Suitable space is available for construction of heliports at the [redacted] if helicopter airlift to these locations is considered essential. (Attachments 5 and 6)

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6. No centrally located heliport is presently available in the District of Columbia. The District of Columbia Government and the National Capital Planning Commission will consider such a location during March 1962. (Attachment 7)

JAMES A. GARRISON
Director of Logistics

Attachments:
1 thru 7 (As stated above)

CONCURRENCES:

25X1A9A

[redacted]

16 Feb. '62
Date

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[redacted]
Chief, Planning Staff

16 Feb. '62
Date

25X1A9A

[redacted]
Chief, Real Estate & Construction DIV.

16 Feb. '62
Date

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*AMW
16 Feb. '62*

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(15 Feb 1962)

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